



COMMODITY SUPPLEMENTAL FOOD PROGRAM
POLICY AND PROCEDURE MANUAL

Chapter 4

Nutrition Education

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| SUBJECT: | Nutrition Education | Chapter: | 4 |
| | | Section: | 4.1 |
| REFERENCES: | 7 CFR 247.8 | Page: | 1 of 2 |
| | | Revised: | 8-2-04 |

PURPOSE: To describe the nutrition education component of the Program.

POLICY: Nutrition education shall be thoroughly integrated into Program operations.

PROCEDURES:

- A. The Contractor shall make nutrition education available to all adult participants and to parents or guardians of infant and child participants. Where applicable, nutrition education for child participants is encouraged.
- B. The Contractor shall distribute Attachment 2.3 and 2.4 at the time of certification in order to address the following subject matter:
 1. The importance of the consumption of the supplemental foods by the participant for whom they are prescribed rather than by other family members;
 2. Reference to any special nutrition needs of participants and ways to provide adequate diets;
 3. An explanation of the Program as a supplemental food program;
 4. Information on the use of the supplemental foods and on the nutritional value of the foods;
 5. Information on the benefits of breastfeeding; and
 6. An explanation of the importance of health care.
- C. Nutrition education should be based on the following two broad goals:
 1. To emphasize the relationship of proper nutrition to the total concept of good health, with special emphasis on the nutritional needs of pregnant, postpartum and breastfeeding women, infants and children under 6 years of age and elderly persons age 60 and over; and
 2. To assist participants in making positive changes in food habits, resulting in improved nutritional status and in the prevention of nutrition related problems through maximum use of the supplemental food packages and other nutritious foods. This is to be presented within the context of ethnic, cultural and



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geographical preferences. Consideration should also be given to tailoring nutrition education to meet any limitations experienced by groups of participants, such as lack of running water, lack of electricity, and limited cooking or refrigeration facilities.

- D. Nutrition education resources are available free or at low cost to the local agencies through sources listed on Attachment 4.1 and at <http://www.dhss.mo.gov/csfp/> under resources. A variety of pamphlets and brochures are available for use with WIC clients and with Food Stamp households through the Missouri Nutrition Network that promotes healthful eating habits, including principles from the Food Guide Pyramid, the Dietary Guidelines for Americans, and the Five A Day Program.
- E. Supplemental foods may be used in food demonstrations in conjunction with nutrition education and when used primarily for the participants in the program. Supplemental foods may not be used for outreach, refreshments for participants, or any other such purpose.
- F. Supplemental foods may not be provided to any other community agency or facility for any purpose whatsoever, unless such agency has entered into a signed written agreement with the Department or Contractor to provide nutrition education services.



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| REFERENCES: | 7 CFR 247.5(a)(5) and 7 CFR 247.8 | Page: | 1 of 2 |
| | | Revised: | 8-2-04 |

PURPOSE: To establish a systematic procedure to obtain participant input and to determine the effectiveness of the nutrition education efforts.

POLICY: Local agencies shall distribute the Food Program Survey in accordance with State Agency guidance.

PROCEDURES:

- A. The State shall provide copies of the Food Program Survey (Attachment 4.2) to the Local agencies for distribution to CSFP participants during the test month of November each year.
- B. The Local agencies shall assure the surveys are distributed with the CSFP food packages during the month of November.
- C. Each distribution site shall provide space for the comfortable completion of the survey and have sufficient pencils or pens available.
- D. Surveys should be completed and collected on site as part of the CSFP distribution process. Distribution site personnel shall offer the survey to each CSFP participant as the food packages are distributed.
- E. Site personnel shall explain to each participant receiving a survey that information provided will be kept strictly confidential and will be used to improve the quality and effectiveness of the nutrition education efforts.
- F. If a participant is unable to complete the survey or unable to read, offer assistance with completing the forms.
- G. If a participant refuses a survey; or if they have difficulty reading or completing the survey:
 1. Please offer assistance to read the questions or help with completing the forms, and distribution site staff initial the top to indicate you assisted the participant in completing the forms.
 2. Please line through the survey to indicate it was offered to an individual who refused to complete the form;



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3. If practical, please mark the participant's apparent gender and ethnicity (based on visual assessment) for those surveys that were refused.
- H. When sites complete food distribution for the month of the survey, return the surveys in self addressed postage paid envelope provided for data entry and analysis. A report for the results will be provided within 90 days.

Nutrition Resources on the Web

<http://www.nutrition.gov>

Your complete guide to nutrition and health information on Federal Government Websites.

<http://www.fns.usda.gov/fdd/>

USDA's Food Distribution website.

<http://www.dhss.mo.gov/MissouriNutrition/>

The Division of Nutritional Health and Services section of the Missouri Department of Health and Senior Services website.

<http://www.nal.usda.gov/fnic/Fpyr/pyramid.html>

Food Guide Pyramid resources.

<http://navigator.tufts.edu/>

The *Tufts University Nutrition Navigator* is designed to help you sort through the large volume of nutrition information on the Internet and find accurate, useful nutrition information you can trust.

<http://nutritionforkids.com>

Sponsored by 24 Carrot Press. Highlights their books, teaching kits or other resources, organized by topic. Provides news, articles, tips, recipes and *more*, including their FREE Feeding Kids Newsletter. The weekly carrot and "carrots" archive provides useful tips and quick updates. (Scored 21 out of 25 possible points by Tufts)

<http://outreach.missouri.edu/hes/food.htm>

The college of Human Environmental Sciences Outreach and Extension of the University of Missouri-Columbia. Our mission is helping consumers of all ages improve their health and quality of life by selecting nutritious foods and adopting healthy habits.

Food Program Survey

We are using this survey to improve the Missouri Commodity Supplemental Food Program. Your answers will be kept strictly confidential and will not affect your benefits.






Age: _____ Sex: ☐ Male ☐ Female Zip Code (Home address): _ _ _ _ _

Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino

Race: (Please mark one or more)






☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander ☐ White

Please check mark the column that indicates how you feel about the items below.

| | Strongly Agree ₁  | Agree ₂  | Neutral ₃  | Disagree ₄  | Strongly Disagree ₅  |
|---|--|---|---|--|---|
| 1. I would like to know more about good nutrition and healthy eating. | | | | | |
| 2. I need to know how to prepare the food in my monthly food box. | | | | | |
| 3. The handouts I receive with my monthly food boxes are easy to read and understand. | | | | | |
| 4. The handouts I receive with my monthly food boxes help me eat right. | | | | | |
| 5. The handouts I receive with my monthly food boxes help me use all the food provided. | | | | | |
| 6. I would attend a class on nutrition or cooking. | | | | | |
| 7. I have problems with lack of running water. | | | | | |
| 8. I have problems with lack of electricity. | | | | | |
| 9. I have limited cooking equipment. | | | | | |

PLEASE TURN OVER

Please check mark the column that indicates how you feel about the items below.

| | Strongly Agree ₁  | Agree ₂  | Neutral ₃  | Disagree ₄  | Strongly Disagree ₅  |
|---|--|---|---|--|---|
| 10. I have limited refrigerator space. | | | | | |
| 11. In the last 12 months I have worried about having enough money to buy food. | | | | | |
| 12. In the last 12 months I cut the size of meals or skipped meals due to lack of money for food. | | | | | |
| 13. I can buy fresh fruits and vegetables any time of the year. | | | | | |
| 14. Eating a good diet can help keep me healthy. | | | | | |
| 15. For good health I should eat at least 5 servings of vegetables and fruits every day. | | | | | |
| 16. For good health I should eat at least 2-3 servings of meat or protein every day. | | | | | |
| <p>17. Check the number of servings of vegetables and fruits you eat each day.</p> <div style="float: right;"> <input type="checkbox"/>₁ 1-2 <input type="checkbox"/>₂ 3-4 <input type="checkbox"/>₃ 5 + <input type="checkbox"/>₃ 0 <input type="checkbox"/>₃ Don't Know/Unsure </div> | | | | | |
| <p>18. How do you describe your weight?</p> <div style="display: flex; justify-content: space-between;"> <div> <p>Current weight: _____</p> <p>Current Height: _____</p> </div> <div> <input type="checkbox"/>₁ Very underweight <input type="checkbox"/>₂ Slightly underweight <input type="checkbox"/>₃ About the right weight <input type="checkbox"/>₄ Slightly overweight <input type="checkbox"/>₅ Very overweight </div> </div> | | | | | |
| 19. Would you like to receive other information with your food boxes? | | | | | |
| 20. Do you have comments or concerns about the program in general? | | | | | |

THANKS FOR YOUR HELP